

LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Priority A, B or C
	Marlborough Local Highway and Footway Improvement Group (LHFIG) – 2pm Thursday 17th October 2024 via TEAMS.			
1.	Attendees and apologies			
	<p>Cllr James Sheppard (Aldbourn and Ramsbury); Cllr Caroline Thomas (Marlborough East); Cllr Jane Davies (Marlborough West); Steve Hind; Martin Cook; Kelvyn Shantry (Marlborough); Richard Spencer Williams (Marlborough); Steve Campbell (Chilton Foliat); Sheila Glass (Ramsbury and Axford); Sarah Chidgey (Baydon); Martin Phipps (Savernake); Stephen Stacey (Avebury); Anna Whitehead (Mildenhall); Chris Ainsworth (Aldbourn); Jill Turner (Kennet Valley).</p> <p>Apologies Lucy Kirkpatrick (Mildenhall)</p>			
2.	Introductory Notes			
	<p>The minutes of the previous LHFIG meeting held on 11th July 2024 can be found via this link:</p> <p>Agenda - Democratic Services - Wiltshire Council</p>			
	<p>Comments from the Chair on Local Highways & Footways Improvement Group (LHFIG) arrangements:</p> <p>Reminder Local Highways and Footpaths Improvement Group is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management:</p> <p>Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).</p> <p>Cycle improvements: new cycle paths, cycle parking / storage.</p> <p>Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.</p> <p>Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.</p>			

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New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: stiles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

Funds cannot be used for revenue functions, such as routine maintenance schemes or the provision of passenger transport services. As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

Meeting dates and programme

While we have more budget, funds that are not committed – that is for work completed or orders placed with contractors for delivery within the current financial year – will typically be returned to WC to go into the Substantive Schemes pot. Exceptions will only be allowed when events outside of our control have impacted delivery although it is likely that for 24/25, unallocated funds will roll into 25/26 as with previous years.

This means we must be very clear, when agreeing priorities, which are

- Approved and deliverable/paid for this year
- Approved but need more work so will be developed with a view for delivery in the subsequent financial year
- Not yet approved but have potential to be reviewed when resources are available.

It is less about '5 priorities', so much as identifying which schemes are deliverable this financial year, being mindful of the workload on our officers, else little will ever reach completion.

The advice was that meetings should ideally take place as below, each one 2 to 4 weeks in advance of the Area Board meetings where this group's decisions are ratified.

April: Budget confirmation and budget allocation to projects. Agree projects to be put forward for funding from Substantive bid, ahead of end of submission deadlines.

July: Progress meeting. Budget allocation (note: projects allocated beyond this meeting may not be delivered by the end of March).

October: Progress meeting. Small scale and low-cost projects at this meeting may be delivered before end of year deadline.

January: Progress meeting. Agreement of any funding to be returned for redistribution. Any projects prioritised at this meeting are unlikely to be delivered within this financial year.

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	Terms of reference expect town and parish councils to make at least a 20% contribution to the projects that pass through LHFIG. These can be circulated with the notes.		
3.	Financial Position		
	Finance sheet – the updated position is attached.		
4.	Process for logging requests for highway improvement schemes		
	LHFIG requests forms are on the Wiltshire Council website. http://www.wiltshire.gov.uk/council-democracy-area-boards Once completed they should be submitted to the local town or parish council. If agreed the Clerk will send them to LHFIGrequests@wiltshire.gov.uk		
5.	24/25 Prioritised Schemes – nb uncompleted 23/24 priority schemes, unless otherwise indicated, move into 24/25		
	Action - review priority order to help SH manage workload.		
1)	8-20-4 A4 Manton traffic calming	<p>Stage 2 substantive scheme</p> <p>Design and cost to be developed and consideration as a substantive scheme. Project options agreed as</p> <p>Stage 1 – low cost signing and road marking scheme. Stage 2 – design work for new traffic island to the west of Downs Lane, Marlborough name signs and possible location of speed limit. Topo survey agreed to enable design.</p> <p>Stage 1 signing and road markings complete.</p> <p>Stage 2 substantive bid application submitted.</p>	<p>Updates in advance of LHFIG meeting</p> <p>Cabinet Report completed and scheme implemented.</p> <p>Agreed issue to be CLOSED</p>

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		<p>It was agreed that LHFIG would contribute £6000 from the 24/25 budget to the substantive bid. Marlborough TC have approved another £6k.</p> <p>Liaison with Atkins and Milestone with the aim to combine works within a night road closure to carry out carriageway maintenance works on the A4 programmed from the 6th to 13th September.</p> <p>Support given from the LHFIG to progress construction.</p> <p>SH to progress Cabinet Member Report process due to TRO advert objections.</p>		
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2)	8-21-8 Aldbourn – virtual paths	<p>Original request for virtual paths along Farm Lane, entire length of Marlborough Rd, Castle St to Whitley Rd. To replace 18-19-11</p> <p>Safety concerns forwarded to Aldbourne PC. Recommendations to consider 20mph limits.</p> <p>Agreement with PC to progress 20mph limits to the south of the B4192.</p> <p>Report issued to Aldbourne PC for consideration/ approval to progress. The PC have approved the proposal of installing a 20mph speed limit on all roads south of the B4192. Contribution agreed to £5125 (25% of £20 500 cost estimate). LHFIG agreement to progress advert for 20mph limit.</p>	<p>Advert details prepared and issued to TRO team for advert process.</p> <p>NB Backlog of schemes so don't have a date as yet. Any objections would need to be dealt with and potentially involve a cabinet report.</p> <p>Design work will continue in parallel.</p> <p>Action SH to ensure detailed design work is progressed.</p>	24/25 Priority
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		SH to arrange for TRO advert to be progressed.		
3)	8-19-10 Marlborough, Frees Avenue Traffic speed and pedestrian safety.	<p>Linked to item 8-22-2 as a pedestrian safety request in 2 parts - the speed limit and other safety measures</p> <p>Cost of speed limit review £2500. Marlborough TC supported with contribution of £625; £1875 Area Board contribution agreed.</p> <p>Atkins site visit on Sunday 14th November while the rugby club was in operation. Assessment report did not recommend the speed is lowered but does suggest the 40mph speed limit is extended further out of town to Rockley, which will cross into Preshute PC. £4500 costs (advert and implementation). MTC and Preshute have agreed the 25%, £1,125, contribution would be shared £750, £375 respectively (2/3 and 1/3)</p> <p>Advert undertaken. One objection received and to be resolved before scheme implementation can be undertaken.</p> <p>Following correspondence, objector will not withdraw objection. Cabinet Member Report will have to be written but it will be difficult to justify the reasoning behind the proposal. The scheme implementation cost will be around £4k and it is unlikely to lead to an improvement.</p> <p>The LHFIG fully support progress of the 40mph extension but consider that the extension as far as Rockley as recommended by Atkins is unnecessary.</p>	<p>Cabinet report signed off for TRO team to readvertise the shorter Speed Limit (to just beyond the cemetery).</p> <p>Action SH to arrange details for re advert to be completed and submission to TRO team.</p>	24/25 Priority

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		SH to write cabinet member report which will recommend an extension of the 40mph limit to approx 50m in advance of the cemetery access and will have to be re advertised.		
4)	8-22-17 Chilton Foliat – HGV issues on the B4001	<p>Request to contribute to West Berkshire for implementation of a signing scheme (cost £20K) to reduce HGV issues in Chilton Foliat linked to Membury Trading Estate. 12 signs involved. County line approx. 1m north of village. PC willing to contribute £1250 (25% of £5k considered by Mark McClelland)</p> <p>Level of contribution to be considered/ agreed by LHFIG with any payment made on completion via an invoice and proof of expenditure. Agreement for LHFIG to contribute £5,000 to West Berkshire with 25% from Chilton Foliat PC.</p> <p>West Berkshire Council are now unable to fund due to budget restrictions.</p> <p>It is understood that Freight Management strategy is being reviewed with likely adoption for mid 2025. There will be no mechanism to prioritise freight schemes until then.</p> <p>James Sheppard to write to Spencer Drinkwater/ Cllr Nick Holder for clarification.</p> <p>Steve Campbell to request reduced scheme from West Berkshire Council. Wiltshire Council through the LHFIG are still prepared to contribute up to £5k.</p>	<p>West Berkshire Council have confirmed they are not prepared to contribute due to financial constraints.</p> <p>Suggestion made for a much-reduced scheme at PC expense – to be raised with WBC by SC.</p> <p>PC will continue liaison with West Berkshire.</p>	Financial action only

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5)	8-23-4 Marlborough, Kennet Place	<p>Request for residents parking</p> <p>Request for 8 spaces to have residents parking at night between 6pm and 8am, when free parking is available at Kennet Place and the High Street. Primary aim is to deal with long term parking abuse making it impossible for local use.</p> <p>Recognise will need targeted enforcement early evening/ early morning at least initially and signage for Kennet Place would help.</p> <p>Requests for checks between 6pm and 8am are not sustainable for Parking Services particularly if this sets a precedent for further similar requests across Wiltshire.</p> <p>MTC agreed to limited public parking Mon- Sun 8am to 6pm 2hours. This is with TRO team to be advertised.</p> <p>Advert – 25th January 2024</p> <p>End of objection – 19th February 2024</p> <p>Objections received and Cabinet member report prepared and signed off.</p>	<p>Implementation complete.</p> <p>Issue to be CLOSED.</p>	24/25 Priority
6)	8-23-6 Marlborough, The Parade/ New Rd	<p>Request for 'one way' along The Parade from New Road.</p> <p>Consider between New Road and Stables Court gravel drive access opposite The Lamb Inn.</p>	<p>Plan with Town Council for consideration.</p> <p>On next TC Planning agenda for 21st October, including idea of some local consultation.</p>	

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		<p>Initial observation is that this will not be possible as vehicles travelling towards New Road will be unable to turn around at a 'No Entry' at Stables Court. Consideration could be given to a 'No Entry' where the road widens near the car parking.</p> <p>Request for initial proposal sketches to be developed for consideration before a detailed topo survey is requested to enable detailed design work.</p> <p>Proposal sketch submitted to Marlborough TC. Topo survey will be required to enable detail design if approved by Town Council.</p> <p>Town Council request not to order topo survey at present. Further consideration of the parking and waiting restriction layout to be undertaken to ensure vehicles can turn east into the one-way proposal.</p> <p>Site meeting undertaken and parking proposals to be progressed.</p> <p>SH to aim for distribution of indicative plan to the Town Council before the October LHFIFG meeting.</p>		
7)	8-23-1 Marlborough, 20mph review	<p>Consideration to widen the review area. Review George Lane.</p> <p>Draft Report complete. However guidance has recently changed and the report has to be authorised.</p>	<p>Marlborough TC request scheme to be advertised with inclusion of George Lane.</p> <p>Cllrs and MTC keen to include George Lane.</p> <p>Based on advice received, Cllr Nick Holder's suggestion is that we go through the TRO</p>	

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		<p>Government guidance 'Setting local speed limits' has been revised March 2024 and requests appropriate speed limits in the right places.</p> <p>JD to discuss with Gareth Rogers (Traffic Engineering Manager).</p> <p>Report has been distributed to Marlborough TC but it will not approve George Lane to be included within the 20mph limit.</p>	<p>process with public consultation on all roads assessed, noting the officer's recommendations per road.</p> <p>Feedback will then be reviewed including both officer and public comment can be presented in a Cabinet report and then the cabinet member will make a decision.</p> <p>If we exclude George Lane in the TRO process but feedback promotes the local requirement for George Lane to also be 20mph, the cabinet member could then decide to include George Lane but that would involve a further £3k cost and 3 month delay for another TRO.</p> <p>Action SH is concerned that this process is not correct and will query within Highways. The way forward will be confirmed before advert is undertaken.</p>	
8)	8-23-2 Mildenhall, proposed footway	<p>Request for new footway</p> <p>There is LHFIG support recognising efforts Mildenhall PC have gone to raise £10k towards costs. Land is not WC Highways – possibly Ramsbury Estate.</p> <p>Also noted the road closure/diversion etc is a major cost factor and trees may need to be removed.</p> <p>PC to investigate land ownership and seek agreement in principle. It is understood land is owned by Ramsbury Estates.</p>	<p>As the River Kennet is part of a SSSI, Natural England require an ecology survey before approval.</p> <p>SH has discussed the width of land required with Milestone. Gas and BT services within the existing verge to be identified. Drainage will be towards the river and kerb inlets will be required to enable run off to drain from the carriageway.</p> <p>Ecology and drainage methodology will have to be approved by Natural England.</p>	

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		<p>Mildenhall PC/ JS to pursue contact and legal agreement. Future maintenance to be established.</p> <p>Following the LHFIG meeting, it is understood that Ramsbury Estates support the project in principle. Agreement with Wiltshire Council will be required for either transfer or lease of land. Group request not to progress due to a representative from Mildenhall not in attendance.</p> <p>PC updated contribution total now £20 000.</p> <p>Agreed to be proposed as a substantive scheme.</p> <p>SH to contact legal team to progress land issues.</p> <p>SH has contacted legal team. Exact extent of footway to be established to enable agreement on how the land will be managed.</p> <p>LHFIG agreed to contribute £10k to this proposal for a substantive project.</p> <p>SH to arrange site meeting with Ramsbury Estates, legal rep and Parish Council.</p>	<p>Ramsbury Estates as landowner will need to allow permission for access for an ecology survey and trial trench excavation to establish utility locations.</p> <p>LHFIG have agreed £5k for ecological surveys (Mildenhall PC agreed 25%). PC agree that lighting improvements are not required as this will likely affect ecology costs. Initial walk over survey will be £1-2k then anything else required – best guess up to £5k:</p> <p>Action SH to liaise with Ramsbury Estates to explain work to be undertaken and gain permissions. Ecologists to be procured for survey.</p>	
9)	8-23-15 Ramsbury, Isles Road	<p>Request for dropped kerbs at Isles Court retirement estate. Owners of Isles Court have agreed to contribute £250.</p> <p>Being investigated, but it is not a straightforward dropped kerb crossing. Site meeting to be arranged between</p>	<p>Ramsbury PC have confirmed £2500 commitment. Legal procedures for land dedication being progressed.</p> <p>Isles Court have withdrawn support due to additional costs involved.</p>	

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		<p>Wiltshire Council/ Milestone/ rep from Isles Court and Sheila Glass.</p> <p>Site meeting undertaken. Works will have to be undertaken on private land to enable a workable solution. Legal team have been contacted for assistance on the correct way forward.</p> <p>Cost will be in the region 8 to 9K which includes an assumption on solicitors costs once Cognatum Estates are in agreement to a free dedication of land.</p> <p>It was agreed that the PC would have to commit to a contribution of £2500 for the project to continue.</p> <p>Ramsbury PC to confirm £2500 financial commitment.</p>	Issue agreed to be CLOSED.	
10)	8-23-16 Marlborough, High Street	<p>Request for restricted day parking in the area of yellow lines adjacent to Nationwide.</p> <p>Clarified that it is the length of yellow lines outside Superdrug to be changed to restricted parking.</p> <p>Scheme proposal submitted to Marlborough TC for consideration. Once agreed, the traffic orders can be advertised.</p>	<p>TC have requested to include wheelchair kerb access.</p> <p>Scheme being revised for distribution.</p> <p>Action SH to ensure revision is completed and distributed to the TC for consideration.</p>	
11)	8-24-03 Marlborough Town Boundary A4 Manton 8-24-04 A346 Postern Hill	<p>4no entrance sign and gateway arrangements to be one project. Agreed to be prioritised. 100% MTC funding. Agreed to be included on PRIORITY list.</p> <p>Signs being designed to the traffic signs regulations. Realistic cost estimate being developed.</p>	<p>Cost estimate approx. £15k. Options submitted to Town Council for consideration.</p> <p>TC have requested Option 2 to be implemented. Estimated to be implemented late January.</p>	24/25 Priority

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	8-24-05 A346 Port Hill	SH to notify Marlborough Town Council of cost estimate when available.		
	8-24-06 A345 Granham Hill			

6. Other potential schemes – not yet prioritised				
1)	8-22-10 New Pavement at Chilton Foliat	<p>New raised pavement in Chilton Foliat between Village Hall and current pavement on eastern side to replace the virtual pavement</p> <p>Site meeting undertaken with PC. Raised pavement not to be progressed.</p> <p>Possible change to position of dropped kerb and additional road markings.</p> <p>MC has instructed work for dropped kerb.</p> <p>Dropped kerb complete. It is understood that a small amount of road marking hatch is required.</p> <p>Martin Cook to ensure work is completed</p>	White lining is with the contractor for completion when in the area.	
2)	8-23-5	Request for overnight residents parking (same basis as Kennet Place).	Need to review how Kennet Place has progressed. Discuss at a MTC Planning meeting	

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	Marlborough, Lower Prospect	<p>Further to the concerns at Kennet Place, MTC to establish the way forward for residents parking requests. To be reviewed once the scheme at Kennet Place has been implemented.</p> <p>Currently on hold.</p>	(6 th Jan) with local residents, before next LHFIG (30 th Jan)	
3)	8-23-9 Baydon, Pine Cottage, Aldbourn Rd	<p>Request for dropped kerb and sign to assist wheelchair opposite house.</p> <p>It was discussed that as this is required for the care of a disabled resident, LHFIG is not the correct process. The PC will request assistance through adult care and liaise with JD if necessary.</p> <p>If the Adult Care process is not possible then JD can liaise with MC to enable installation.</p> <p>James Sheppard to discuss this issue with Chris Clarke and keep Martin Cook informed as it is understood that funding is available for disabled access work through the Area Office.</p> <p>James Sheppard has not received a response from Chris Clarke and will write to Nick Holder to understand the process to progress this request.</p>	<p>There is a dropped kerb within 12m of the property so low priority based on volume of other cases on Highways list.</p> <p>LHFIG decision not to proceed.</p> <p>JS to communicate with requestor.</p> <p>Issue to be CLOSED.</p>	
4)	8-23-7 Marlborough, Orchard Rd	<p>Request for Residents Parking.</p> <p>To be reviewed once the scheme at Kennet Place has been implemented and then MTC can establish an overall view on residents parking in the town.</p>	Need to review how Kennet Place has progressed. Discuss at an MTC Planning meeting (6 th Jan) with local residents, before next LHFIG (30 th Jan)	

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		Currently on hold.		
5)	8-23-19 A346 Ogbourne St Andrew	Request to improve footway to enable wheelchair access to bus stop from Crawlings Piece. No PC representative in attendance to enable discussion. Some maintenance would help. Martin Cook to consider cutting back verge edges to increase footway width. Action Martin Cook to arrange cutting back verge edges.	Action MC to confirm with JS when done	
6)	8-24-01 Mildenhall, Thicketts Road	Request for 20mph limit Action SH to notify cost of 20mph assessment to PC.	PC notified that cost of assessment is £3100.	Review 25/26
7)	8-24-07 Ramsbury	Request for whole village 20mph speed limit. PC currently arranging traffic survey to check speed. PC to consider which part of the village would be appropriate and of value for a 20mph rather than requesting the whole village.	Hold over to January meeting.	
8)	8-24-09 Berwick Bassett and Winterbourne Bassett	Request for 20mph speed limit. Concern over derestricted speed signs at entrance to Berwick Bassett from the A4361. Consideration of village entrance sign and 'SLOW' marking. Action SH to propose option and to share with Jane Davies.	Two low-cost options distributed to PC for consideration and copied to JD. Costs c£6-900 No representative attending; hold over to January meeting	

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9)	8-24-10 Ramsbury, Union St	Request for one way. Action SH to consider request for one way travelling north along Union St.	SH has raised potential issues of implementing this request for the PC to consider.	
10)	8-24-11 Savernake hospital/ Maurice Way	Outpatients and visitors parking in Maurice Way causing hazard to drivers and pedestrians. Request for double yellow lines. Agreed to be prioritised by the group for investigation.	TEAMS meeting undertaken with NHS rep Lewis Taylor and resident to understand extent of issue. LHFIFG to consider prioritisation. Cost for advert and implementation approx. £4k. NHS/Savernake agreed to fund at £4k. LHFIFG agreed to pick up any extra cost up to £1k Action SH to progress scheme.	

7.	New Requests / Issues not yet reviewed			
1)	8-23-17 Manton A4	Request for sign to 'Preshute Primary school' Not supported for progression at present. Not discussed.	LHFIFG doesn't provide brown signs. Agreed issue to be CLOSED	
2)	8-23-18 Marlborough, Granham Close	Prevent parking in turning head. Not supported for progression at present. Not discussed.	Not supported by LHFIFG. Agreed issue to be CLOSED.	
3)	8-23-20 Marlborough - A346 Port Hill	Request for signing and road markings to reduce speeds to 30mph at the existing signs. 1. Suggestion to consider a 40mph limit in advance.	SH reiterated idea that Wiltshire don't use buffer zones as 'no evidence that they work'. CT flagged that they are cited in the DfT guidelines and WC policy is to adopt the guidelines (not cherry pick based on local views).	

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		<ol style="list-style-type: none"> 2. Enhancements to existing crossing point to include 'Pedestrians in Road' signage 3. Bar markings 4. 'SLOW' on both sides of carriageway on approach to crossing. 5. Highways maintenance to cut back foliage along the side of the highway. <p>SH to check DfT guidance. SH to provide clarity on why 40mph buffer zones are not used in Wiltshire.</p>	<p>Metro count 2-3 years ago flagged a significant % speeding, high enough to warrant police enforcement. But police H&S review suggested it was not safe enough for police to undertake the enforcement as the appropriate distance from the Speed Limit point is on the junction with Acres, the turn along the Common and the Herd St bend / hill.</p> <p>Would help if the 30mph signs were visible – flagged before but not yet actioned - and the rumble bars improved.</p> <p>Agreement to raise directly with Dave Thomas</p>	
4)	8-24-13 Chilton Foliat, Stag Hill	Request for footway with dropped kerbs to enable vehicle access onto property frontage.	<p>Action SH to arrange initial TEAMS discussion with Steve Campbell.</p>	
5)	8-24-15 Marlborough, No 1 George Lane	Request for railings/ bollards from the corner of Salisbury Road.	<p>Linked to a one-off instance and likely to protect one property. An effective barrier would potentially block the pavement.</p> <p>LHFIG agreed issue to be CLOSED.</p>	
6)	8-24-16 Avebury Trusloe, Longfields with A4361	Concern over national speed limit sign at Longfields. Request for 'maximum 30' signs.	<p>Main road is 50mph; side road remained unrestricted, and sign posted accordingly.</p> <p>In Fyfield when the limit was reduced to 50 on the A4, the side roads have been limited to 30mph – so this would be consistent.</p>	

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			Action SH to investigate and arrange initial TEAMS discussion with Stephen Stacey.	
7)	8-24-17 Lockeridge, SW approach.	Request for extended 20mph limit. Village boundary just before 2 outlying cottages by the Dean (NT area). Hence request to extend the 20mph limit further out (then national speed limit on a narrow stretch of road on a bend). NB the original 30mph was positioned beyond the cottages; so suggest moving the 20mph to the same original position.	Action SH to arrange an initial TEAMS discussion with Jill Turner.	
8)	8-24-18 Marlborough, Vespasian Road	Concern about vehicles speeding into the cul de sac. Request for 'No Through Road' sign and double yellow lines. NB tight, tricky area and not obvious to visitors that there's a cul-de-sac – try to go through and get stuck/turn around	Action SH to discuss on Teams initially with RSW and then arrange a site visit if necessary.	

8.	Other items			
1)	8-24-12	Speed on the A4 near Avebury (Stephen Stacey) – Overton Hill to West Kennet layby in a World Heritage site. Agreed to put on the priority list. SH noted need for a speed limit review but believed it wouldn't meet the criteria – the Atkin's engineering design solution included a 50mph limit. JD noted that Cherill has a 40mph limit. Police are in favour of a reduction (and PCC has agreed to some enforcement activity re current speed limit). Cllr Nick Holder suggestion that DK, who plans to visit, meets with DT to discuss options; JS to be involved. This action is to be progressed.		
2)	8-24-14	Poulton Hill safety is again not on the agenda – 2 nd time of asking. NB a Resident's group has been established for this. SH to check.		
3)	SH to arrange LHFIG meetings from April 2025. Note that the group prefer TEAMS meetings at 10am on a Thursday if possible.			

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9.	Date of Next Meeting: 2.30pm Thursday 30th January 2025 via TEAMS
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Marlborough Local Highway and Footway Improvement Group

Highways Officer – Steve Hind

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Marlborough Area Board.

2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Marlborough Area Board will have a remaining Highways funding balance of £3820.

3. Legal Implications

3.1. There are no specific legal implications related to this report.

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

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For information - Highways Responsibilities

Department	Head of Service
Asset Management and Commissioning	Dave Thomas
<ul style="list-style-type: none"> • Asset Management of 4381km of highway infrastructure – condition surveys, records, status • Operate and maintain 80 signal control junctions and 136 signal crossings • Inspect and maintain 981 bridges and structures • Draft, award, and administer all Highways contracts • Operate and maintain 45,000 streetlights • Design & Install new infrastructure (cycle lanes, crossings, collision reduction etc) funding through central budgets and LHF IGs • Drainage & Flooding advise and repair. Act as Lead Local Flood Authority • Network Management, permits and inspections (approx. 24,000 permits per year) 	
Highway Operations	Adrian Hampton
<ul style="list-style-type: none"> • Streetscene (Grounds Maintenance, Cleansing) • Parking • Highway and Waste Enforcement • Highway Accesses • Taxi Licencing and inspection • Event Management • Fly Tipping and Abandoned Vehicles - (really positive WTF campaign and successful prosecutions) • Unauthorised Encampments • Planning Section 106 Amenity Funding • Burials and Cemeteries • Depots • Highway Resilience (weather, out of hour highway issues) • Electric Vehicle Charging 	

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<ul style="list-style-type: none">Fleet - emerging strategy	
Local Highways	Chris Clark
<ul style="list-style-type: none">Managing Routine Planned and Reactive Highway MaintenanceDelivery of Primary Duties as Highway Authority – Actioning Obstructions, licencing skips Scaffolds.Undertaking scheduled Highway Safety Inspections (4381KLM)Assisting with the response to Weather and other emergency operationsSite supervision of development works undertaken as part of Section 38/278 agreementsManagement of the Public rights of way Network (6000KLM) Access team .Tree Maintenance – Including response to Ash Die BackUpdating and responding to enquiries on Definitive Map and Highway recordsActing as the Town and Village Green Authority	